

## Minutes of the Council Meeting

Held in the Council Offices, 102 High Street, Eton

Thursday 7<sup>th</sup> February at 7.30pm

**Present:** Cllrs R. Lewandowski (Deputy Mayor), M. Blightman, M. Cadwallader, Mrs S. Evans, P. Highy, D. Hill, P. Lawless, J. Lovell, Mrs L. Tarbox & Mrs S. Warner

**In Attendance:** Mr R. Austen (Town Clerk), Mr M. Reynolds (Accountant), Dr R. Rivaz (ECA), Ms C. Taylor & Mr A. Pearn-Rowe (EWVA)

**Apologies:** Cllrs D. Bishop (Mayor), G. Fussey, M. Leach & D. Reed, Sgt Emma Pendry (TVP)

The Deputy Mayor opened the Meeting by welcoming everyone present. The apologies were recorded.

### CM 5123 Finance

Mr Reynolds presented January monthly and YTD accounts to the Meeting. There was an overspend during the month mainly due to two monthly invoices received from Greentouch Ltd. The end of year picture continues to be in line with budget. There being no questions, the monthly schedules and YTD accounts were approved.

- Members considered the quotation of £240 from My Handyman for renovating the two benches at South Meadow Lane Recreation Ground and approved this expenditure unanimously. Town Clerk to progress with My Handyman. **Action: Town Clerk**
- Members considered the quotation of £450 plus VAT from Greentouch Ltd for removing overhanging branches and foliage at Haywards Mead Recreation Ground and approved this expenditure unanimously. Town Clerk to progress with Greentouch Ltd. **Action: Town Clerk**
- Members considered the price increase from TBS Hygiene for dog waste collection and the opportunity to switch provision to a new provider called Scoop Dotty Dog based in Maidenhead. Concern was expressed about how robust this new operation would be and the following was decided:
  1. Seek a 1 and 2 year guarantee on prices
  2. Include an opt out clause if ETC is not satisfied with their performance
  3. Investigate the potential of joining forces with Cox Green Parish Council.If all goes well then the contract will be switched to Scoop Dotty Dog. The Town Clerk will follow up these decisions **Action: Town Clerk.**
- Members considered the quotation from HAGS-SMP for work required to play equipment at the three play areas:

Stockdales	£553
South Meadow Lane:	£1025
Haywards Mead	£137
Total	£1615 plus VAT

The Town Clerk had sought an alternative quotation but this had not yet arrived. It was decided to proceed with the HAGS-SMP quotation. Town Clerk to progress. **Action: Town Clerk**

### CM 5124 RBWM Councillors' Issues

In the absence of both RBWM councillors there was nothing to report from them, however the Deputy Mayor updated the Meeting on the Keate's Lane situation. Concern was expressed about the lack of signage regarding the forthcoming road closures, and the Town Clerk will progress with Chris Wheeler of RBWM.

**Action: Town Clerk**

### **CM 5125 Thames Valley Police (TVP) Liason**

In the absence of a TVP representative there was nothing to report from TVP, however the Town Clerk read out an email from Sgt Emma Pendry which explained their absence and offering any assistance as required.

### **CM 5126 Eton Community Association (ECA), Eton Traders Association (ETA) & Eton Wick Village Association (EWVA)**

#### **ECA & ETA**

The January ECA/ETA report had been circulated to Members ahead of the Meeting and there were no questions. Dr Rivaz highlighted certain points from the Report:

- Barnes Pool: Opening Ceremony will take place on Tuesday 19<sup>th</sup> March at 1.30pm to which all members are invited to watch.
- Information Centre: 100 places have been donated by Christopher Wren Hotel for a fundraising dinner on Friday 3<sup>rd</sup> May. Ticket price would be £50 for this black tie event. Silent Auction prizes are sought.
- Eton Action List: New signage is in place at MLCP, however it was pointed out that this needed proper notification. Dr Rivaz will follow up with Neil Walters of RBWM. Additional bicycle parking is in place.
- Information Centre: £50K grant from RBWM and a 3 year rent free lease from Eton College have been committed. It will need to operate as a CIC and Dr Rivaz has arranged that our Centre will come under the Windsor and Eton Town Partnership CIC.
- Eton Porny School shed issue had been resolved.
- ECA is working well with Eton College and benches have been provided by the College at Barnes Pool.
- Wi fi Pull Test: Dr Rivaz had reached agreement with all the houseowners involved including the replacement for 52 High Street.

Cllr Lawless asked why there was no market in Eton anymore? Dr Rivaz will investigate the potential. Cllr Blightman raised a question about car parking spaces in the High Street and Dr Rivaz reassured him that this matter was already in hand.

The Deputy Mayor thanked Dr Rivaz for her report.

#### **EWVA**

Claire Taylor reported on the EWVA meeting held the previous evening on 6<sup>th</sup> February:

- Thanks to Bob Austen for signing off the EWVA accounts.
- Eton Wick Spring Clean will take place on Sunday 3<sup>rd</sup> March.
- Race Night fundraiser is arranged for Saturday 9<sup>th</sup> March.
- 2 memorial benches for Frank Bond are due to be delivered and installed.
- A fundraising campaign is being organised to purchase lamppost poppies.
- The next EWVA meeting will take place on Wednesday 20<sup>th</sup> March.

The Deputy Mayor thanked Claire for her report.

### **CM 5127 Confirmation of the Minutes of the Town Council**

The minutes of the Meeting held on 3<sup>rd</sup> January were presented and there being no alterations these were approved and signed. Members felt that the change requested by Cllr Reed was not necessary.

## CM 5128 Matters Arising from the Minutes

### Town Clerk Actions:

- Submit 2019/20 budget to RBWM as precept process. **Actioned 8.1.19**
- Follow up with Network Rail & RBWM, ETC concerns on graffiti on viaduct. **Actioned 4.1.19**
- Follow up issues with bins on Brocas Street, NB 4 Brocas Street **Pending**  
**Awaiting outcome of visit by Naomi Markham of RBWM in February.**
- Progress meeting with Chris Wheeler of RBWM regarding Keate's Lane Junction & ETC displeasure with the apparent rushed process. **Actioned 4.1.19**

### Members' Actions

#### Cllr Reed

- To inform Dr Rivaz that wifi bulkhead can be installed on 52 High Street, Eton (CM 5109) **N/A**
- To progress expenditure on technical drawing pack for South Meadow Lane Recreation Ground Pavilion project (CM 5111) **Pending**
- To check on state of mound at South Meadow Lane Recreation Ground (CM 5117) **Actioned**

#### Cllr Fussey

- To report on meeting with Katherine Russell of Eton Porny CofE School regarding bollards (CM 5111) **This item to be cancelled**

#### Cllr Lewandowski:

- To follow up to completion the Eton Wick River Link Signpost project and report at next ETC meeting on 7.2.19 (CM 5111) **Actioned**
- To conclude 'softer boundary' plans with Greentouch for confirmation at ETC meeting on 7.2.10 (CM 5117) **Actioned**

#### The Mayor

- To confirm arrangements for ETC Seasonal Dinner in February (CM 5119) **Pending**

## CM 5129 Mayor's Report

There was nothing to report for January.

## CM 5130 Action List

Issue	Action / Status
<b>South Meadow Lane Pavilion, Eton</b>	<p><b>NB Cllr Lewandowski has declared an interest in this matter.</b> Cllr Reed is leading the project and he has spoken to Paul Mitchell of Windsor Youth FC who are keen to work with us and may contribute financially to the scheme. Cllr Reed circulated a report of his discussions to the working party and an application for £5,000 to Lewandowski Architects to progress the project through to planning and contractors was approved at the 6.7.17 ETC Meeting. This would need to come from reserves. ETC approved expenditure of £995 on a Flood Risk Survey at the 5.10.17 ETC Meeting, to come from the £5,000 committed. A planning application was submitted for the building and this was approved by RBWM. A further planning application was made for the car park and ETC approved expenditure at the 5.4.18 ETC Meeting of £1,000 to Lewandowski Architects to make this submission. In addition, £2,000 was approved at this meeting for a Structural Engineer. Planning approval has been obtained and the next step is to raise the funds, the estimated cost is £250K. It was established at the 4.10.18 ETC Meeting that the capital bid of £150K through RBWM had not been made. A grant application for £100K from the Big Lottery Fund is being put together. A meeting of the working party took place on 4.9.18 and Cllrs Leach and Reed are formulating a business plan. A further meeting of the working group took place on 11.12.18 to update on progress with fundraising, specifications and business plan. Cllr Reed to progress expenditure on technical drawing pack.</p> <p style="text-align: right;"><b>Action: Cllr Reed</b></p>
<b>Eton Wick River Link Signpost</b>	<p>Cllr Lewandowski is progressing this initiative with Sharon Wooten of RBWM and Eton Wick History Group to identify interesting points of old Eton Wick to be included. Cllr Lewandowski met with the History Society in March 2018 and was getting images and histories of various parts of Eton Wick to go on the signpost. It is envisaged to have 3 signposts sited in the village. It was agreed that a dedication to Frank Bond should appear on the signposts. A draft of the signpost was shown to Members at the ETC Meeting on 6.9.18 and was being reviewed by the History Society to decide what they want listed. Subjects will have QR codes for further information from the ETC website. The importance of the Eton &amp; Eton Wick Information Centre in getting the message across was emphasised. Cllr Lewandowski presented the updated plan to Members at the ETC meeting on 7.2.19 and he will be meeting with residents on 12.2.19.</p> <p style="text-align: right;"><b>Action: Cllr Lewandowski</b></p>

## Haywards Mead Play Area

Following discussions between EWVA and Cllr Mrs Rayner on 5.7.17, it was decided that Haywards Mead Play Area needed upgrading and Councillors Mrs Tarbox and Lawless were charged with formulating a proposal for ETC to consider. Mrs Tarbox reported at the ETC Meeting on 1.2.18 that rather than replace the equipment, which was still in good condition and used continuously, what was required was a better entrance to Haywards Mead Recreation Ground and a better entrance footpath to the Play Area. The existing equipment could be spruced up and additional small items of 'imaginative' equipment installed. Cllr Mrs Tarbox has advised members of her vision that focuses on the 4 areas of play equipment, entrance, car park and signage. Cllr Mrs Tarbox presented two proposals at the ETC Meeting on 5.7.18 which would cost around £80K. Cllr Mrs Tarbox and Clare Taylor are proceeding with funding options including a RBWM Community Grant and a Big Lottery Grant. Cllr Mrs Tarbox will meet with Cllr Lawless to review the 4 areas, and will be contacting the play equipment companies.

**Action: Cllr Mrs Tarbox**

On behalf of all Members the Deputy Mayor expressed warm appreciation to Cllr Mrs Tarbox for her work on this project and also for her tireless work with the Eton Wick Snagging List

## School Bollards in High Street

At the Meeting on 7.6.18 Cllr Fussey advised that child bollards were not wanted but a different solution, and so the Council must wait for the School to determine what they want before agreeing anything. Cllr Fussey will progress meeting with Katherine Russell and report back. At the ETC Meeting on 7.2.19 Cllr Highy advised that the project was no longer feasible and so it will be removed from the Action List.

## Stockdales Travellers' Protection Scheme

At the ETC Meeting on 7.2.19 Cllr Lewandowski presented a plan that had been formulated with Cllr Lawless, Greentouch Ltd and the Town Clerk for the planting of trees and installation of barrel rail around the Recreation Ground. This was met with enthusiasm from all Members. The draft quotation from Greentouch amounted to £13,120 plus VAT which was considered acceptable and was unanimously approved. Town Clerk to progress with Greentouch Ltd. The funds would come from Section 106.

**Action: Town Clerk**

Cllr Highy suggested a 'Sponsor a Tree Scheme' and this will be discussed by EWVA.

Cllr Lawless asked what plans are in place for watering the trees? Cllr Lewandowski will follow up with Greentouch Ltd.

**Action: Cllr Lewandowski**

Car parking provision to be addressed at a later stage.

## CM 5131 Correspondence

Members had received the following correspondence during January:

- Email from Windsor Neighbourhood Plan Committee dated 3.1.19 regarding Open Day on 8.1.19. Emailed to Members on 3.1.19
- Email press release from Maddie Pinkham of RBWM dated 4.1.19 regarding Council funds waterway weir. Emailed to Members on 4.1.19
- Copy of Email from Paul Cross dated 11.1.19 regarding graffiti on railway viaduct. Emailed to Members on 15.1.19
- Email from Jenifer Jackson of RBWM dated 14.1.19 regarding Traveller Local Plan Consultation. Emailed to Members on 14.1.19
- Email press release from Maddie Pinkham of RBWM dated 14.1.19 regarding Traveller Local Plan. Emailed to Members on 15.1.19
- Email from Aggie Fedyna of RBWM dated 15.1.19 regarding Eton Court road closure on 24.1.19. Emailed to Members on 15.1.19
- Email from Jordan Smith of Smart Motorways dated 15.1.19 regarding M4 Smart Motorway bulletin. Emailed to Members on 15.1.19
- Email from James Campbell of Action Challenge dated 16.1.19 regarding Easter Walk. Emailed to Members on 16.1.19
- Email press release from Maddie Pinkham of RBWM dated 22.1.19 regarding New Car Parking Machines. Emailed to Members on 22.1.19
- Email press release from Maddie Pinkham of RBWM dated 22.1.19 regarding Proposed Budget. Emailed to Members on 22.1.19
- Email residents' newsletter from RBWM dated 23.1.19. Emailed to Members on 23.1.19
- Email from Steve Hedges of Parish Charter Working Group dated 23.1.19 regarding Parish Charter. Emailed to Members on 23.1.19
- Email from Aggie Fedyna of RBWM dated 23.1.19 regarding Proposed Temporary No Waiting for Eton College 4<sup>th</sup> June Celebrations. Emailed to Members on 23.1.19
- Email press release from Joe Difford of RBWM dated 24.1.19 regarding Hostile Vehicle Mitigation Measures in Windsor Town Centre. Emailed to Members on 25.1.19
- Email press release from Maddie Pinkham of RBWM dated 28.1.19 regarding managing Director selected. Emailed to Members on 28.1.19
- Email from Anthony Hurst of RBWM dated 29.1.19 regarding Parish Council Consultation on Public Rights of Way Milestones Statement 2019-20. Emailed to Members on 29.1.19

- Email from Julie Chappell of EWVA dated 30.3.19 regarding EWVA meeting dates for 2019. Emailed to Members on 31.3.19
- Email from Jenifer Jackson of RBWM dated 4.2.19 regarding Horton & Wraysbury Neighbourhood Plan Consultation. Emailed to Members on 4.2.19
- Email from Alison Singleton of RBWM dated 5.2.19 regarding Mayor's Charity Event – 4.4.19. Emailed to Members on 5.2.19
- Email from Claire Wallen of Thames & Chilterns in Bloom dated 3.2.19 regarding entering competition. Emailed to Members on 5.2.19
- Email from Jordan Smith of M4 Smart Motorways dated 5.2.19 regarding February Bulletin. Emailed to Members on 6.2.19

### CM 5132 Website

- The January report from Cllr Blightman had been circulated and was presented at the Meeting. It was agreed that ETC very much needed a website, even though traffic is low. It needed more input from Members to become more relevant. All agreed that the site looked very professional and the Meeting expressed their appreciation to Cllr Blightman for his dedication to the task.

### CM 5133 Other Organisations

- **Baldwins Bridge Trust:** There was nothing to report.
- **Eton Wick Football & Social Club:** Cllr Lovell advised that all was well and nothing to report.
- **Eton Pools Estate:** Cllr Highy advised that there was a meeting due later in February.
- **Eton Wick Waterways Group:** Cllr Lovell reported that a photo shoot had recently been organised.
- **Heathrow Airport Expansion:** There was nothing to report.

### CM 5134 Recreation Ground & Open Spaces Reports

- **Bell Lane Open Area:** Cllr Lewandowski reported that the ground work on the Northern boundary alongside Bell Farm Drive had been completed and the area showed a vast improvement.
- **Stockdales Recreation Ground:** Cllr Lawless reported that all was well. The plan to rename as Stockdales Park was considered unnecessary.
- **Haywards Mead Recreation Ground:** Cllr Lovell reported that all was well.
- **South Meadow Lane Recreation Ground:** In the absence of Cllr Reed there was nothing to report.
- **Jubilee Square & Watermans Arms:** In the absence of Cllr Leach there was nothing to report.

### CM 5135 Lest We Forget

Members considered the following proposal that were circulated on 24.1.19:

- **Permanent Display of Remembrance:** It was agreed that the current display in the Memorial Gardens was inadequate and needed greater prominence, possibly the inclusion of a wire silhouette, and the whole area needed some TLC. Cllr Mrs Tarbox spoke of the display in Eton Wick which was organised and maintained by the village community and suggested that a similar approach could be taken in Eton. Dr Rivaz agreed to follow this up.

**CM 5136 RBWM Charter with Parish/Town Councils**

The Meeting approved adopting the new Charter and the Deputy Mayor signed the document on behalf of ETC.

**CM 5137 Any Other Business**

There was nothing to report.

**CM 5138 Date of Next Meeting**

Thursday 7<sup>th</sup> March at 7.30pm in the Council Chamber.

**CM 5139 Development Control – Town Council Consultation**

The following applications had been received from the Royal Borough in January:

**Application Number: 18/03745**

Application Date: 24.12.18

Type: Full

Applicant: Mr S. Quinian

Location: 4-5 Turks Court, Eton

Proposal: Construction of second floor to create one bedroomed apartment with outside alterations

Representation Date: 1.2.19 **Concerns expressed about over development and car parking provision**

**Application Number: 19/00011 Cllr Blightman declared an interest**

Application Date: 3.1.19

Type: Works to Trees in Conservation Area

Applicant: Mrs Rachel Evans

Location: 4-19 King Stable Street, Eton

Proposal: Fell Ash

Representation Date: 5.2.19 **It was considered that felling was not necessary, just removal of the diseased part of the tree.**



**Application Number: 19/00093 Cllr Highy decalred an interest**

Application Date: 14.1.19

Type: Works to Trees in Conservation Area

Applicant: Head Gardener, Eton College

Location: The Hop Garden, Eton College, Eton

Proposal: Cut back various trees

Representation Date: 13.2.19 **No Objection**

**Application Number: 18/03696 Cllr Highy declared an interest**

Application Date: 11.1.19

Type: Full

Applicant: Mr Ian Mellor

Location: Eton Ex Servicemen's Club, Eton

Proposal: Change of use to staff accommodation

Representation Date: 11.2.19 **No Objection**

**Application Number: 18/03697**

Application Date: 11.1.19

Type: Listed Building Consent

Applicant: Mr Ian Mellor

Location: Eton Ex Servicemen's Club, Eton

Proposal: LBC for change of use to staff accommodation

Representation Date: 11.2.19 **No Objection**

**Application Number: 19/00115**

Application Date: 18.1.19

Type: Full

Applicant: Mr B. Fuller

Location: Presentations Ltd, 88A High Street, Eton

Proposal: Change of use from office to residential

Representation Date: 19.2.19 **No Objection**

**Application Number: 19/00116**

Application Date: 18.1.19

Type: Listed Building Consent

Applicant: Mr B. Fuller

Location: Presentations Ltd, 88A High Street, Eton

Proposal: LBC for change of use from office to residential

Representation Date: 19.2.19 **No Objection**

**Application Number: 19/00117**

Application Date: 21.1.19

Type: Full

Applicant: Mr B. Fuller

Location: London College of Style, 88B High Street, Eton

Proposal: Change of use from office to residential

Representation Date: 19.2.19 **No Objection**

**Application Number: 19/00118**

Application Date: 21.1.19

Type: Listed Building Consent

Applicant: Mr B. Fuller

Location: London College of Style, 88B High Street, Eton

Proposal: LBC for change of use from office to residential

Representation Date: 19.2.19 **No Objection**

**Application Number: 18/03075**

Application Date: 23.1.19

Type: Listed Building Consent

Applicant: Ms Angela Maragkoudaki

Location: Makena, 68 High Street, Eton

Proposal: LBC to retain the alterations (repainting) to the shopfront

Representation Date: 26.2.19 **No Objection**

**Application Number: 18/00242**

Application Date: 27.1.19

Type: Certificate of Lawfulness of Proposed Development

Applicant: N/A

Location: 30 Tilstone Close, Eton Wick

Proposal: C of L to determine whether the proposed single storey side and rear extensions are lawful.

Representation Date: For Information Only

**CM 5140 Planning Decisions & Information**

The following planning decision notifications were received from the Royal Borough in January

**Application Number: 18/03229**

Application Date: 9.11.18

Location: Curridge, Eton Square, Eton

Type: LBC

Proposal: LBC to retain flue and boiler

Decision: Consent Granted

**Application Number: 18/03562**

Application Date: 7.12.18

Location: 1A Brocas Street, Eton

Type: Works to Trees in Conservation Area

Proposal: Fell Dawn Redwood

Decision: No Objection

**Appeal Decision: 17/03688**

Appeal Date: 22.1.19

Appeal made by Eton College against decision of RBWM regarding refurbishment of 125 High Street, Eton

Decision: Appeal is allowed and planning permission is granted.

**Application Number: 18/00398**

Application Date: 9.2.18

Location: Rafts Court, Brocas Street, Eton

Type: Full

Proposal: Change of use from office to residential with new third floor

Decision: Application Withdrawn on 17.1.19

**Application Number: 18/03109**

Application Date: 5.11.18

Location: 36 Victoria Road, Eton Wick

Type: Full

Proposal: 2 x 3 bedroom semi-detached dwellings

Decision: Application Withdrawn on 7.1.19

**Application Number: 18/03365**

Application Date: 28.11.18

Location: Premier Stores, 62-63 High Street, Eton

Type: Full

Proposal: Change of use of rear ground floor from retail to office

Decision: Application Withdrawn on 16.1.19

**Application Number: 18/03366**

Application Date: 28.11.18

Location: Premier Stores, 62-63 High Street, Eton

Type: Listed Building Consent

Proposal: LBC for internal alterations.

Decision: Application Withdrawn on 16.1.19

**The Meeting concluded at 9.10 pm**